



STATE OF ARIZONA
DIVISION OF EMERGENCY
MANAGEMENT



RECOVERY SECTION

STANDARD OPERATING PROCEDURES

PUBLIC ASSISTANCE PROGRAM

SECTION 10

SPECIAL CONSIDERATIONS

Rev 5/08



**STATE OF ARIZONA
DIVISION OF EMERGENCY MANAGEMENT
PUBLIC ASSISTANCE PROGRAM
STANDARD OPERATING PROCEDURES**



SPECIAL CONSIDERATIONS

I. Overview and Summary

Special Considerations describe issues other than program eligibility that could affect the scope of work and funding for a project. These issues include:

- Environmental Compliance
- Historic Preservation
- Insurance
- Floodplain
- 406 Hazard Mitigation

Timely identification and resolution of Special Considerations issues prior to initiation of disaster-related work is critical to the effective delivery of the PA Program. Failure to identify and address these issues can result in delays in project and funding approval or loss of funding.

Special Considerations are a factor in all phases of the recovery process beginning with the Preliminary Damage Assessment through the completion of projects. The process involves:

- Collection of Data
- Review of the data and coordination with the appropriate agencies.
- Documentation of the process and its results.

The objective is to resolve these issues early and as quickly as possible. Once recovery operations are underway the scoping process begins. This process:

- Identifies potential issues or areas of concern
- Coordination with other agencies and organizations
- Establishes procedures for addressing issues
- Coordination among PA Program staff to ensure everyone is aware of the issues and the procedures for resolving them.

It is the applicant's responsibility to identify the existence of Special Considerations issues for each project. It is the responsibility of the Public Assistance Staff to ensure

that such issues are appropriately documented on the Project Worksheet. A standard set of questions outlined on the Special Considerations Questions form are answered and included with each project worksheet. An explanation must be provided in the comment field if the applicant or Public Assistance Coordinator indicates a "yes" or "unsure" response to any of the questions.